

# **City of San Antonio**

## **Office of Cultural Affairs**

TO: FY 02-03 Applicants

FROM: Ernesto Rubio, Jr., Executive Assistant

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SUBJECT: Highlights to the FY 02-03 Arts and Cultural Funding Program

DATE: April 8, 2002

On March 28, 2002, City Council approved revisions to the City's Arts and Cultural Funding Program. This action was the last of a series of meetings with the Cultural Arts Board, arts community and city departments.

Listed below are the highlights that are incorporated into the guidelines, instructions, and the application.

- Agencies can submit only one application in this program, either operational support (general) or project support.
- Requests cannot be for less than \$5,000.
- Operational support applicants must have a 501c3 status for at least one year, been in operation for three years, and be an arts/cultural organizations. An arts/cultural organization is one whose primary mission and actual operations is the creation, preservation and presentation of arts and cultural programming. Operational support is now for two years instead of three.
- Operational support applicants will be required to submit information that relates to their history of organizational development and service. In the application checklist, additional attachments relating to organizational history and a three-year fiscal history will be required.
- Project support continues to be available to non-arts agencies provided the request is for an arts/cultural activity. Project support applicants must have been in existence for one year and applied for a 501c3 status. Sponsorships are still possible for applicants that do not meet the eligibility criteria.
- Included in the application is an additional assurance that "the applicant is not knowingly, fostering, encouraging, promoting, or funding any project, production, workshop and/or program which includes obscene materials as defined in Section 43.21, Penal Code of Texas"
- To clarify the level and type of services to be provided, an attachment that requests statistical information (Anticipated Performance Measures) was added.

Relating to the review of the applications, it is extremely important that a large pool of panel nominees be available when a selection is made. Individuals interested in the arts, familiar with the arts community are good candidates. It is recommended that you submit nominations of individuals who are willing devote approximately two days time in July. One day is for the panel meeting and approximately one day (panelist convenience) for review of support materials.

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Ernesto Rubio, Jr.  
Executive Assistant